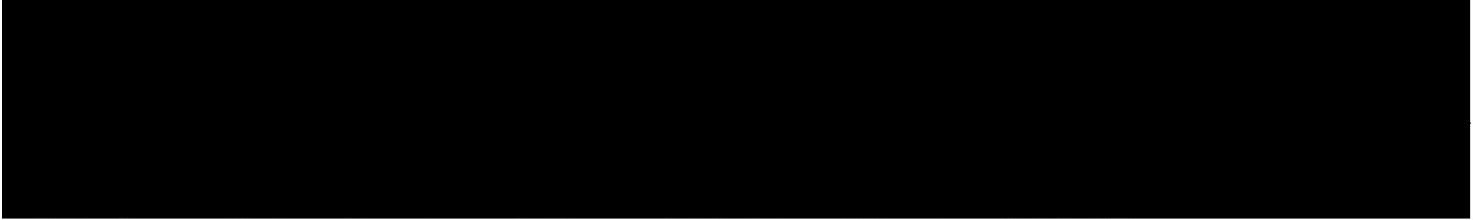


Message

From: Corbett, Kate (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=KATE.CORBETT]
Sent: 6/5/2012 7:28:13 PM
To: Hebert, Suzana (EHS) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MassMail-01/cn=Recipients/cn=Suzana.Hebert]
Subject: Payroll Question

Hi Sue,

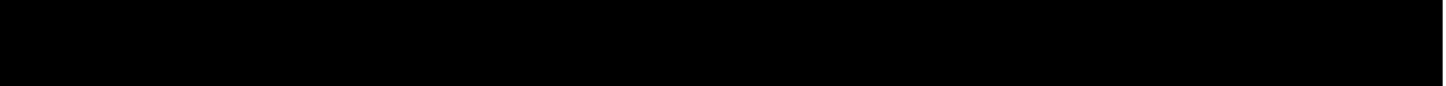


2011. If you could please let me know what the new date is that would be extremely helpful!!

Thanks,

Kate Corbett
Chemist II
Drug Analysis Lab
Dept of Public Health
305 South St.
Jamaica Plain, MA 02130
phone (617) 983-6632
fax (617) 983-6625

From: Marinucci, Cecilia (DPH)
Sent: Tuesday, June 05, 2012 2:00 PM
To: Corbett, Kate (DPH)
Subject: RE:



March the date had not been changed in the system. You can contact the payroll office if you do not agree with this. Sue Hebert is the head of payroll and can be reached @ 617-348-5313. The system is running payroll today so I can not see what the new date is.

Thanks
Cecilia

From: Corbett, Kate (DPH)
Sent: Tuesday, June 05, 2012 1:38 PM
To: Marinucci, Cecilia (DPH)
Subject: RE:

Hi Cecilia,

I never received my step that you said I would get on May 5. Do you know why it has yet to appear in my check?

Thanks,
Kate

From: Marinucci, Cecilia (DPH)
Sent: Friday, March 30, 2012 9:07 AM
To: Corbett, Kate (DPH)
Subject: RE:

Hi Kate,

Your step will be on May 5. You have 1 times your salary for optional life. The max is 8 times your salary. You can change it anytime attached is the form to do that.

Cecilia

From: Corbett, Kate (DPH)
Sent: Friday, March 30, 2012 8:50 AM
To: Marinucci, Cecilia (DPH)
Subject:

Hi Cecilia,

I have a couple questions that I was hoping you could answer. First can you tell me when I will receive my step raise? I know since I was [REDACTED] I can't figure out when I will receive it. Second, I was wondering if I am able to change my life insurance or do I have to wait until the open enrollment period? Could you also tell me what the maximum is for that and how much I currently have for life insurance?

Thanks,

Kate Corbett
Chemist II
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